

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions
- TPSGC
11 Laurier St., / 11, rue Laurier
Place du Portage, Phase III
Core 0A1/Noyau 0A1
Gatineau
Québec
K1A 0S5
Bid Fax: (819) 997-9776

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Informatics Professional Services - EL
Division/Services professionnels en informatique -
division EL
4C2, Place du Portage
Gatineau
Québec
K1A 0S5

Title - Sujet Informatics Professional Services		
Solicitation No. - N° de l'invitation EN869-150202/A		Amendment No. - N° modif. 010
Client Reference No. - N° de référence du client 20150202		Date 2015-02-04
GETS Reference No. - N° de référence de SEAG PW-\$\$EL-633-28229		
File No. - N° de dossier 633el.EN869-150202	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-17		Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Mentor, Michel		Buyer Id - Id de l'acheteur 633el
Telephone No. - N° de téléphone (819) 956-0230 ()		FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

SOLICITATION AMENDMENT No. 010
RFP No. EN869-150202/A

The following amendment 10 is raised to provide answers to questions received from potential bidders and to extend the solicitation closing date.

Q1. A review of the amendments seems to indicate a discrepancy between Amendment 8 and Amendment 5 (see below). Given this difference in responses, could the Crown please confirm that a bidder may use multiple contracts to meet the billable day requirements as has been the case in other Crown RFPs that have requested information on billable days.

Amendment 8 (issued on Jan 29) - "Q3. Question 2 in Amendment 6 was not answered. The Crown simply referred to Amendment 5 which does not answer the question. Can you use two different contracts that have different 24 month periods listed in the contract to satisfy one resource category? For example, Contract 1 has the 24 month period of January 2011 to December 2012. Contract 2 has the contract period January 2013 to December 2014. Both Contract 1 and Contract 2 have billed 220 days for the Application Software Architect. Therefore, the two contracts put together would satisfy that category in M2. Does the Crown agree that this example would satisfy the requirement?"

A3. No. Each individual category must claim all of its experience from a single contract. Each individual category may use any 1 of the 10 contracts to claim it's experience."

Amendment 5 (issued on Jan 19) - Q1D requested clarification on the same matter. "Amendment #3, Q8 states that the number of billable days must be proven over no greater than 24 months. Since M2/R1 are based on the cumulative billable days of all contracts, are we correct in assuming that, for example, a contract of a 22 month period may be used as long as the cumulative billed days between all contracts meets the mandatory requirement per resource category?"

Answer 1D: Yes"

A1. *To clarify the above, the Crown confirms that for each individual resource category, a Bidder must demonstrate the required Minimum Billable Days using up to 24 months in a single contract.*

Q2. Given the timing for the release of Amendment 8, would the Crown consider granting an extension to the closing date of the RFP?

A2. *The RFP closing date has been extended until February 17, 2015.*

Q3. **Ref:** A2, Amdt 007 states 'The Crown has reviewed the request and confirms that if the "3 separate Task Authorizations support 3 different Property Management system applications", then points would be awarded for each system applications. No change will be made to A9.

Conversely, Answer A9 (per Amdt 005) clearly states that ‘If a contract covers multiple systems, one point would be given for each system. Multiple Task Authorizations (TAs) under the same contract reference number could only satisfy one of the demonstrated contract references for each system, 1 for R2, 1 for R3, etc. The point here was that multiple TAs under a single contract reference number, could not get multiple contract reference credit in R2, or multiple contract reference credit in R3, etc, but could get 1 (one) contract credit reference for each system the contract reference covered’.

It appears contradictory that A2 (Amdt 007) clearly states ‘No change will be made to A9’ yet proceeds to change the RFP criteria for R2-R6 references as stated in Amdt 005, A9. If the Crown is, in fact, changing the R2-26 criteria, it is clearly favouring the incumbent organizations currently doing business with PWGSC under related contracts listed in previous amendments. This is unfair and severely limits competitive bids the Crown would otherwise receive. We request that the Crown confirm that A9 at Amdt 005 be re-instated, confirming that ‘Multiple Task Authorizations (TAs) under the same contract reference number could only satisfy one of the demonstrated contract references for each system, 1 for R2, 1 for R3, etc’, thereby ensuring a fair, open and competitive process.. Otherwise, we request an extension to the closing date to February 9, 2015.

A3. Please refer to RFP amendment 008, Q1.

Q4. Ref Amendment 3, Answer 8, the Crown has clearly stated that “...the experience may occur at any time during the five-year period, as long as the total number of Billable Days when added together meets the Minimum Billable Days requirement.” Even the RFP Billable Days Response Table at Appendix A of Attachment B supports this format, otherwise, why would the Table provide for a ‘Total’ column, over the ten contracts, and per resource category?

We are very confused by your response in Amendment 8, Question 3 which states that billable days for each individual resource category must be from a single contract. A change of such magnitude at the 11th hour is inconceivable, nullifies the foundation of our proposal and significantly favors the incumbent companies currently doing business on related contracts with PWGSC, and clearly reduces the level of competitiveness on this procurement.

Please confirm our understanding that, as per Amendment 3, Answer 8 the 24-month period, per resource category can be supported over a total of 10 contracts and that the 24-month period need not be the same 24-month period for each of the contracts referenced.

Otherwise, given that we must start from scratch, and in all fairness, we request a minimum three week extension to the closing date in order that we may have the time necessary to develop a compliant proposal.

A4. Please refer to A1.

Q5. RE: Historically speaking these types of corporate responses requiring Corporate References with Billable days, it is acceptable to cumulate days on a specific resource category across multiple contracts. The answers to Amendment 5, Question and Answer 1D and Amendment 8, Question and Answer 3 provide conflicting answers that require immediate clarification. From all of those questions and answers there are two possible interpretations that can be made, which are referenced in “a” and “b” below. Would the Crown please respond with the correct method to be used for calculating billable days by answering questions “a” and “b”?

- a. To achieve the number of billable days in a specific resource category to meet M2/R1 billable day requirements for that resource category can Bidders add the billable days for that same category from separate contracts that have different 24 month periods within the past five year window (i.e. January 2010 to December 2014)?**

Or

- b. To achieve the number of billable days in a specific resource category to meet M2/R1 billable day requirements for that resource category must Bidders utilize only a single contract within any 24 month period within the past five year window (i.e. January 2010 to December 2014)?**

- A5. (a) No. Please refer to A1.
(b) Yes. Please refer to A1.**

Q6. RE: Closing Date, currently February 2, 2015

Given the fundamental nature of the question above, which could lead to the need for a complete re-calculation of the Billable Days table, would the Crown please grant a one week extension to the closing date of this solicitation?

- A6. The RFP closing date has been extended until February 17, 2015.**

Q7. Although we understand the enquiries period has closed we would appreciate the Crown's consideration of this clarification. We would wish to confirm some potential ambiguity regarding Bidders requirement to respond to the billable days component of this requirement as it relates to the time segments and also to the resource categories and contracts utilized. Can the Crown kindly confirm that Bidders must provide a maximum of one contract to claim all of the requisite billable days for each resource category and that these days must all fall within any single 24 month segment for each contract. It is our understanding that this necessarily evaluates a Bidders ability to service a contract at a high enough volume within each role individually to a single client and not to across a great number of contracts, which is more in line with the requirement of this RFP.

- A7. Please refer to A1.**

Q8. Amendment 2, Answer 15 stated that The Crown will accept corporate project references outside of Canada.

Please clarify if it is correct to assume that corporate project references for work undertaken outside of Canada must still have been delivered by the Legal Entity as it is registered under TBIPS SA# EN578-055605/E. For example, a large multinational company has offices outside of Canada, but conducts business in Canada under a Canadian Legal Entity, and is registered under the TBIPS Supply Arrangement using this Canadian Legal Entity. In this case, the company can only reference corporate project references outside of Canada if they were performed by the Legal Entity as it is registered under TBIPS SA# EN578-055605/E. Is this a correct statement?

Similarly, RFP Clause 2 (f) states that "SA Holders that are invited to compete as a joint venture must submit a bid as that joint venture SA Holder, forming no other joint venture to bid. Any joint venture must be already qualified under the SA #EN578-055605/E as that joint venture at the time of bid closing in order to submit a bid." Please clarify if it is correct to assume that Corporate Project References that were carried out by a joint venture may only be used as a Corporate Project Reference on this Solicitation if the Bidder is the Joint Venture already qualified under the SA #EN578-055605/E.

A8. Yes. Corporate project references for work undertaken outside of Canada must have been delivered by the Legal Entity as it is registered under TBIPS SA# EN578-055605/E.

Yes. Corporate Project References that were carried out by a joint venture may only be used as a Corporate Project Reference on this Solicitation if the Bidder is the Joint Venture already qualified under the SA #EN578-055605/E.

AT RFP - PART 2 - BIDDER INSTRUCTIONS - ARTICLE 2 - SUBMISSION OF BIDS:

DELETE: Solicitation Closes:
At 2:00pm on February 10, 2015; EST

INSERT: Solicitation Closes:
At 2:00pm on February 17, 2015; EST

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

**ATTACHMENT B – BID EVALUATION CRITERIA
(REVISION 3)**

1.0 CORPORATE MANDATORY REQUIREMENTS

Criteria	Mandatory Criteria	Met Y/N	Demonstrated Experience (Bidders to insert data)
M1	<p>The Bidder must have been awarded at least three (3) Informatics professional services* contracts, two (2) of which were for a Government** client.</p> <p>To be accepted, each of these contracts must have:</p> <ol style="list-style-type: none"> 1. been awarded within the past five (5) years prior to the solicitation closing date; and, a minimum value of \$5,000,000.00. <p>The Bidder must submit for each contract:</p> <ol style="list-style-type: none"> (1) A letter from it's client (referencing a contract serial number or other unique contract identifier) that shows that the Bidder is providing or has provided such services in the amount of \$5,000,000.00; and (2) The name, telephone number and, if available, e-mail address of a contact person at the customer who is receiving or has received the services under (1) above, so that Canada may verify any information provided by the Bidder. <p>The following definitions apply to the evaluation of bids:</p> <p>*Informatics Professional Services are professional services provided by the Bidder in support of an information technology or information management project or contract.</p> <p>**Government is defined as: Federal, provincial and Municipal.</p>		

Criteria	Mandatory Criteria	Met Y/N	Demonstrated Experience (Bidders to insert data)																																																																
M2	<p>The Bidder must have demonstrated contract experience in supplying ALL of the following resource categories or similar resource categories, for the required Minimum Billable Days per category, over a total period of 24-month within the past five (5) years prior to the solicitation closing date. For each individual resource category, the Bidder must demonstrate the required Minimum Billable Days using up to 24 months in a single contract. The supplier must use the same set of 10 contracts to demonstrate the billable days for all 15 categories. Only the first 10 contracts identified will be considered.</p> <p>Bidder must provide the completed Appendices A and B of Attachment B</p> <table> <tr> <th>#</th><th>RESOURCE CATEGORY</th><th>MINIMUM BILLABLE DAYS PER CATEGORY</th><th>Met Y/N</th></tr> <tr><td>1</td><td>Applications Software Architect (Level 2)</td><td>440</td><td></td></tr> <tr><td>2</td><td>Programmer/Software Developer (Level 2)</td><td>880</td><td></td></tr> <tr><td>3</td><td>Programmer/Analyst (Level 2)</td><td>880</td><td></td></tr> <tr><td>4</td><td>Systems Analyst (Level 2)</td><td>880</td><td></td></tr> <tr><td>5</td><td>Tester (Level 2)</td><td>440</td><td></td></tr> <tr><td>6</td><td>Web Developer (Level 2)</td><td>1,320</td><td></td></tr> <tr><td>7</td><td>Business Analyst (Level 2)</td><td>352</td><td></td></tr> <tr><td>8</td><td>Technical Writer (Level 2)</td><td>440</td><td></td></tr> <tr><td>9</td><td>Database Administrator (Level 2 or 3)</td><td>440</td><td></td></tr> <tr><td>10</td><td>Database Analyst/IM Administrator (Level 2 or 3)</td><td>220</td><td></td></tr> <tr><td>11</td><td>Technology Architect (Level 2)</td><td>440</td><td></td></tr> <tr><td>12</td><td>Project Administrator (Level 2)</td><td>176</td><td></td></tr> <tr><td>13</td><td>Project Manager (Level 2)</td><td>1,320</td><td></td></tr> <tr><td>14</td><td>Project Scheduler (Level 2)</td><td>44</td><td></td></tr> <tr><td>15</td><td>Quality Assurance Specialist/Analyst (Level 2)</td><td>132</td><td></td></tr> </table> <p>The Bidder must demonstrate that, for each category, at least 50% of the tasks have been completed, as detailed in section 4 (Tasks) of Annex A (SOW).</p>	#	RESOURCE CATEGORY	MINIMUM BILLABLE DAYS PER CATEGORY	Met Y/N	1	Applications Software Architect (Level 2)	440		2	Programmer/Software Developer (Level 2)	880		3	Programmer/Analyst (Level 2)	880		4	Systems Analyst (Level 2)	880		5	Tester (Level 2)	440		6	Web Developer (Level 2)	1,320		7	Business Analyst (Level 2)	352		8	Technical Writer (Level 2)	440		9	Database Administrator (Level 2 or 3)	440		10	Database Analyst/IM Administrator (Level 2 or 3)	220		11	Technology Architect (Level 2)	440		12	Project Administrator (Level 2)	176		13	Project Manager (Level 2)	1,320		14	Project Scheduler (Level 2)	44		15	Quality Assurance Specialist/Analyst (Level 2)	132			
#	RESOURCE CATEGORY	MINIMUM BILLABLE DAYS PER CATEGORY	Met Y/N																																																																
1	Applications Software Architect (Level 2)	440																																																																	
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2.0 CORPORATE RATED REQUIREMENTS

Point Rated Criteria	Max Pts (Min)	Evaluation Guideline	Point Value	Cross Reference to Contract Reference(s)
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Point Rated Criteria			Max Pts (Min)	Evaluation Guideline	Point Value	Cross Reference to Contract Reference(s)	
R1	The Bidder should demonstrate its billable days experience in excess to the minimum Billable Days per category under M2.			100	<p>The bidders demonstrated "Total Billable Days" provided in response to M2 will be used to evaluate this criterion.</p> <p>The bidder will be awarded points as demonstrated in the example evaluation scenario on the left side.</p> <p>In this example, the bidder would score 52 points out of a possible 100 points.</p>		
	EXAMPLE EVALUATION SCENARIO						
	BILLABLE DAYS						
	RESOURCE CATEGORY	(A)	(B)	(C)			(D)
		BIDDER'S TOTAL	MINIMUM BILLABLE DAYS IDENTIFIED UNDER M2	BILLABLE DAYS IN EXCESS OF M2			BIDDER % INCREASE TO A MAXIMUM OF 100 (Rounded to two decimal places)
		App A/Att B		(C)=(A)-(B)			(D)=(C)/(B)*100
	Applications Software Architect (Level 2)	528	440	88			20
	Programmer/Software Developer (Level 2)	1,250	880	370			42
	Programmer/Analyst (Level 2)	965	880	85			10
	Systems Analyst (Level 2)	1,225	880	345			39
	Tester (Level 2)	520	440	80			18
	Web Developer (Level 2)	2,000	1,320	680			52
	Business Analyst (Level 2)	875	352	523			100
	Technical Writer (Level 2)	1,000	440	560			100
	Database Administrator (Level 2 or 3)	800	440	360			82
	Database Analyst/IM Administrator (level 2 or 3)	600	220	380			100
	Technology Architect (Level 2)	550	440	110			25
	Project Administrator (Level 2)	500	176	324			18
	Project Manager (Level 2)	2,000	1,320	680			52
	Project Scheduler (Level 2)	400	44	356			100
	Quality Assurance Specialist/Analyst (Level 2)	350	132	218			17
	BIDDER SCORE = SUM OF (D) FOR ALL 15 CATEGORIES / 15						52

Point Rated Criteria		Max Pts (Min)	Evaluation Guideline	Point Value	Cross Reference to Contract Reference(s)
R2	The bidder should demonstrate its experience in providing informatics professional services related to an acquisition system within the past five (5) years Acquisition System definition: provides for the recording, administration, management and reporting of purchases of goods and services.	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references		
R3	The bidder should demonstrate its experience in providing informatics professional services related to a human resources system within the past five (5) years. Human Resources System definition: provides for the recording, administration, management and reporting of payroll, benefits, recruitment and performance of human resources.	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references		
R4	The bidder should demonstrate its experience in providing informatics professional services related to a financial system within the past five (5) years. Financial System definition: provides the recording, administration, management and reporting of budgets, accounts receivable and accounts payable.	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references		
R5	The bidder should demonstrate its experience in providing informatics professional services related to a property management system within the past five (5) years. Property Management System definition: provides for the recording, administration, management and reporting of real estate and property leases.	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references		
R6	The bidder should demonstrate its experience in providing informatics professional services related to a materiel management system within the past five (5) years. Materiel Management System definition: provides for the recording, administration, management and reporting of fleet and/or inventory.	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references		
MAXIMUM AVAILABLE POINTS		200			
MINIMUM POINTS REQUIRED		120			
POINTS ACHIEVED					
TO BE RESPONSIVE, THE BIDDER MUST OBTAIN A MINIMUM OF 120 POINTS					

APPENDIX A OF ATTACHMENT B
RFP BILLABLE DAYS RESPONSE TABLE

Bidder Name: _____

By providing a response, the bidder certifies that billable days provided occurred during the billing period indicated above for ALL of the resource categories listed.

RESOURCE CATEGORY	NUMBER OF BILLABLE DAYS							
	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)
Applications Software Architect (Level 2)								
Programmer/Software Developer (Level 2)								
Programmer/Analyst (Level 2)								
Systems Analyst (Level 2)								
Tester (Level 2)								
Web Developer (Level 2)								
Business Analyst (Level 2)								
Technical Writer (Level 2)								
Database Administrator (Level 2)								

Database Administrator (Level 3)																				
Database Analyst/IM Administrator (Level 2)																				
Database Analyst/IM Administrator (Level 3)																				
Technology Architect (Level 2)																				
Project Administrator (Level 2)																				
Project Manager (Level 2)																				
Project Scheduler (Level 2)																				
Quality Assurance Specialist/Analyst (Level 2)																				

APPENDIX B OF ATTACHMENT B

RFP CONTRACT REFERENCE RESPONSE FORM

To meet 1.0 M2 of attachment B, the Bidder must have demonstrated contract experience in supplying all of the resource categories or similar resource categories, for the required Minimum Billable Days per category, over a total period of 24-month within the past five (5) years. For each individual resource category, the services provided must have been provided under a single contract. All resources provided must have completed at least 50% of the tasks detailed in section 4 (tasks) of Annex A (SOW), for the resource category for which they were provided.

Bidder Name: _____ Bidder Contract Reference #: _____

SECTION 1: CLIENT INFORMATION

Government client (Yes/No)	
Client Organization Name	
Client Contact Name	
Address	
Telephone	
Fax	
E-mail	

SECTION 2: CONTRACT INFORMATION

Contract Value	
Award Date	
Expiry Date	

Description of requirement:

SECTION 3: RESOURCE DETAILS

Category of Personnel and Level	Tasks performed under the contract with a cross reference to each specific SOW associated task